

CITY OF HIALEAH  
CHARTER SCHOOL  
OVERSIGHT COMMITTEE

Mayor Carlos Hernandez, Chair  
Isis Garcia-Martinez, Vice Chair  
Luis Gonzalez, Secretary/Treasurer



Committee Members:

Jose F. Caragol  
Vivian Casáls-Muñoz  
Katharine E. Cue  
Paul B. Hernández  
Lourdes Lozano

November 26, 2013  
6:30 P.M.  
SUMMARY AGENDA

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Call to Order – **Mayor Hernandez called the meeting to order at 6:38 p.m.**

Roll Call of Oversight Committee Members – **Councilwoman Katharine Cue-Fuente absent.**

Invocation given by Marbelys Fatjo, Acting City Clerk.

Pledge of Allegiance led by Lourdes Lozano

Meeting Guidelines

**REPORT: The meeting guidelines were read into the record by the Acting City Clerk, and translated to Spanish by Maricarmen Lopez, Administrative Aide in the Office of the City Clerk.**

- **ALL LOBBYISTS MUST REGISTER WITH THE CITY CLERK**
  - As a courtesy to others, please refrain from using cellular telephones or other similar electronic devices in the Council Chamber.
  - A maximum of three (3) speakers in favor and three (3) speakers in opposition will be allowed to address the Council on any one item. Each speaker's comments will be limited to three (3) minutes.
  - No signs or placards, in support of or in opposition to an item or speaker, shall be permitted within the Council Chamber.
  - Members of the public may address the City Council on any item pertaining to City business during the Comments and Questions portion of the meeting. A member of the public is limited to one appearance before the City Council and the speaker's comments will be limited to three (3) minutes.
- 1) Announcement of Amendments/Corrections to the Agenda (if any). – **Item 3b was withdrawn from the agenda. Item K was amended as read into the record and as reflect on this Summary Agenda.**

2) Consent Agenda –

**REPORT: Motion to Approve the Consent Agenda made by Council President Garcia-Martinez and seconded by Council Vice President Gonzalez. MOTION PASSED (6-0-1). (COUNCILWOMAN CUE-FUENTE ABSENT)**

- A. Request permission to approve the summary minutes of the City of Hialeah Charter School Oversight Committee meeting held on **September 10, 2013. APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- B. Request permission to approve the Teacher Salary Allocation Distribution Plan for the City of Hialeah Educational Academy. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- C. Request permission to approve the **2013-2014 School Improvement Plan** for the City of Hialeah Educational Academy. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- D. Request permission to approve the Instructional Performance Evaluation and Growth Systems (**IPEGS**) as the evaluation tool for the *City of Hialeah Educational Academy* (HEA) instructional personnel for the 2013-2014 school year in order to ensure that performance appraisals are primarily based on student achievement, and further notifying that HEA shall not employ teachers for the school who are designated less than satisfactory by the teacher evaluation instrument, and that the School shall train staff on the Performance Appraisal Instruments, and that the appraisal performance process is implemented. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- E. Request permission to approve the Management Evaluation Program (**MEP**) as the latest iteration and refinement of one of the State's and District's efforts to provide a top quality education to every student in Florida. For the purpose of increasing student learning growth by improving the quality of instructional, administrative, and supervisory services in the public schools of the state, the district school superintendent shall establish procedures for evaluating the performance of duties and responsibilities of all instructional, administrative, and supervisory personnel employed by the school district. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- F. Request permission to designate Judith Marty, Chair of the Board of Pinecrest Academy and Principal of Mater Academy Charter Middle School, as designated assessor for the Principal of the City of Hialeah Educational Academy for a two year period commencing with the 2013-2014 school year, and to adopt the official Miami-Dade County Public Schools School Administrator Performance Management Assessment Tool. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**
- G. Request permission to approve the annual expenditure for waste services for the City of Hialeah Educational Academy from **Waste Management** in an amount not to exceed

**\$20,500.00.** Funding for this expenditure will be drawn from the 2013-2014 budget against account **380. APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**H.** Request permission to approve the annual expenditure for the purchase of virtual education for the City of Hialeah Educational Academy from **Mater Academy Virtual** in an amount not to exceed **\$20,000.00.** Funding for this expenditure will be drawn from the 2013-2014 budget against account **315. APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**I.** Request permission to approve the annual expenditure for Dual Enrollment books for the City of Hialeah Educational Academy from **FHEG Miami Dade Bookstore** in an amount not to exceed **\$22,000.00.** Funding for this expenditure will be drawn from the 2013-2014 budget against account **316. APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**J.** Request permission to approve an annual expenditure for textbooks for the City of Hialeah Educational Academy from **Houghton Mifflin Harcourt** in an amount not to exceed **\$22,000.00.** Funding for this expenditure will be drawn from the 2013-2014 budget against account **641T. APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**K.** Report of Scrivener's Error - Item K of the September 10, 2013 Charter School Oversight Committee Agenda. Item K was approved as "Request permission to approve the annual expenditure for food for the City of Hialeah Educational Academy from Sysco Food Services in an amount not to exceed \$170,000. This item should be retracted as this expenditure was previously approved for \$150,000 on May 28, 2013. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**3)** Presentation of Financial Reports by Academica Dade, LLC.

- a) Request permission to approve the 2013-2014 **Revised Annual Budget** for the Hialeah Educational Academy. **APPROVED (6-0-1) COUNCILWOMAN CUE-FUENTE ABSENT**

**REPORT: Ana Martinez, Academica, 6340 Sunset Drive, Miami, FL addressed the Committee regarding this item.**

**REPORT: Motion to Approve the Consent Agenda made by Council Vice President Gonzalez and seconded by Council President Garcia-Martinez. MOTION PASSED (6-0-1). (COUNCILWOMAN CUE-FUENTE ABSENT)**

- b) Request permission to approve the ~~Financial Statement (Operations (Unedited)) and the Balance Sheet (Unedited)~~ for the period that ended on September 30, 2013. **WITHDRAWN**

**4)** Presentation of the Principal's Report by Carlos Alvarez, Principal of the City of Hialeah Educational Academy.

**REPORT: Mr. Carlos Alvarez also introduced the students of the law academy, and provided the Committee with the following documents:**

- **2013-2014 Baseline & Fall Interim Assessments Data Comparison**
- **Twilight Bark newsletter**

5) Unfinished Business – **None.**

6) New Business – **None.**

7) Comments and Questions

- a) **Council President Garcia-Martinez thanked student Katherine Mesa for the letter Ms. Mesa sent her commending the Council President.**
- b) **Councilman Hernandez congratulated all the students of the law academy.**

**The meeting was adjourned at 6:55 p.m.**

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceeding should contact the Office of the City Clerk for assistance no later than seven (7) days prior to the proceeding at telephone number (305) 883-5820; if hearing impaired, telephone the Florida Relay Service numbers, (800) 955-8771 (TDD) or (800) 955-8770 (Voice).

**NEXT CHARTER SCHOOL OVERSIGHT COMMITTEE MEETING:  
February 25, 2014 at 6:30 p.m.**